



DEPARTMENT OF THE ARMY
104TH AREA SUPPORT GROUP
UNIT 20193, BOX 0001
APO AE 09165-0001



24 October 2003

AETV-HUG-CO

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: 104th Area Support Group Winter Safety Campaign Support Plan

1. The 104th ASG continues to support the deployment, sustainment, and redeployment of its tenant tactical units and residents. A viable Winter Safety Campaign is integral to that continued support and the ASG will ensure its implementation throughout the footprint.
2. The winter months are fast approaching, and with the season come the inherent risks of operations in an unforgiving environment. Coupled with the redeployment of troops from the Iraqi theater of operations, our diligence towards safety must be amplified in this demanding setting. Our goals are:
 - a. To continue providing assistance to current residents and Rear Detachment activities by providing a safe and healthful workplace and community for all.
 - b. To ensure that safety, occupational health, industrial hygiene, health promotions, and other staff personnel are available to provide assistance, advice, consultation, and training to requesting agencies.
 - c. To ensure that risk management is integrated into all activities and missions.
3. The ASG Safety Director will:
 - a. Distribute safety-related materials and articles continuously throughout the Winter Safety Campaign.
 - b. Assist BSB and tenant organizations in implementing their respective Winter Safety Campaign programs.
 - c. Analyze past accident trends; develop, and implement programs designed for accident prevention.
 - c. Advise the commander of any hazards that cannot be appropriately mitigated in the course of normal operations.
4. Staff and Directors will:

- a. Assist in providing support to the Winter Safety Campaign at all levels of the organization with particular emphasis placed on their respective operations and activities.
 - b. Provide support throughout the community in identifying and mitigating any known or suspected hazards in the most expeditious means possible.
5. Public Affairs Office will: Publicize the Winter Safety Campaign via AFN television and radio, the Herald Union, Connections, websites, staff meetings, and other local means.
6. BSB Commanders will:
- a. Assist in providing/presenting risk management training in accordance with AR 385-10 and FM 100-14 not later than 15 November 2003.
 - b. Assist in providing/presenting Winter Defensive Driving Classes in accordance with AE 385-55 not later than 15 November 2003.
 - c. Assist in providing/presenting Cold Weather Injury Prevention and related classes not later than 15 November 2003.
 - d. Facilitate continuance of the Family Advocacy Program with training, counseling, and assistance in the prevention of spouse and child abuse, prevention of family violence, and home stress awareness.
 - e. Ensure that drug and alcohol abuse prevention and awareness training is made available and provided to soldiers initially and on an annual basis thereafter.
 - f. Assist in the conduct of redeployment safety briefings that include: POV and AMV driving safety, winter driving safety, drug and alcohol abuse prevention and awareness, cold weather injury prevention, and risk management.
 - g. Provide Chaplain and Army Community Services assistance to redeploying soldiers and family members on reunion and readjustment topics.
 - h. Develop and implement a local inclement weather contingency alert/notification plan.
 - i. Review snow and ice removal contingency plans and update as necessary.
 - j. Develop and implement an ammunition amnesty and war souvenirs reclamation plan.
 - k. Provide regular and periodic safety-related information to the community via AFN television and radio, the Herald Union, Connections, websites, staff meetings, and other local means.

AETV-HUG-CO (24 Oct 03)

SUBJECT: 104th Area Support Group Winter Safety Campaign Support Plan

1. Provide support throughout the community in identifying and mitigating any known or suspected hazards in the most expeditious means possible.
7. We each need to ensure that a comprehensive, supported safety program is implemented throughout the ASG and that we make every effort to mitigate risks in protecting our soldiers, employees, and family members. We are each responsible for the successful implementation of the Winter Safety Campaign.
8. The point of contact is Gary Helmer, 322-1470.



GEORGE A. LATHAM II
COL, SF
Commanding

DISTRIBUTION
"A"